

## **Instructions for Re-numbering State Identification Numbers among Adult/Adolescent HIV Cases that Progress to AIDS**

### *Background*

Local health jurisdictions (LHJ) report cases of HIV/AIDS to the California Department of Health Services (CDHS), Office of AIDS (OA) based on the place of residence at time of diagnosis. Because persons with HIV infection can move multiple times during the course of their illness, individuals may be reported with HIV in one LHJ and then progress to AIDS in another. These cases are considered 'split jurisdiction cases,' which will be shared by the two reporting jurisdictions. One LHJ keeps the case residency designation for the HIV report, and a second LHJ is assigned case residency for the AIDS report.

Each LHJ is responsible for assigning a unique state identification number (STATENO) to HIV/AIDS cases reported by their jurisdiction. The assignment of STATENOS to split jurisdiction cases is handled differently than STATENO assignments for cases that are diagnosed with HIV and progress to AIDS in the original reporting jurisdiction.

In a split jurisdiction case, a single individual will have separate HIV and AIDS case reports submitted by two LHJs. Each case report will have a corresponding record in the HIV/AIDS Reporting System (HARS). Special procedures for STATENO assignment are used to ensure that the two HARS records for a single individual can be linked. In split jurisdiction cases, the first jurisdiction to establish a valid STATENO in HARS will retain the identification number assigned to the case, and the second jurisdiction will apply a special case numbering procedure. Whether a STATENO is considered valid for an HIV case depends on the reporting period. Any STATENOS assigned to HIV cases under the non-name code (NNC) reporting system are not considered valid by the Centers for Disease Control and Prevention (CDC) for HIV reporting purposes.

OA considers only those cases that were first reported as HIV cases prior to the submission of an AIDS case report eligible to become split jurisdiction cases. If an AIDS case does not have an existing HIV report at the time of the AIDS diagnosis it cannot be reported retroactively as an HIV (non-AIDS) case, regardless of the discovery of earlier clinical HIV data. In these cases individuals will have only one case report, the case report that is associated with the AIDS diagnosis.

The following section describes the procedures for STATENO assignment and the re-numbering of HIV cases that progress to AIDS. A detailed explanation and instructions are provided for each possible case scenario, along with accompanying tables.

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### **Scenario 1 – A name-based HIV case progresses to AIDS within the original reporting jurisdiction**

An HIV case (“123”) was first reported by name on or after April 17, 2006. The case progresses to AIDS within the jurisdiction that submitted the original HIV report. As a same jurisdiction case, it will be reflected in the surveillance system by a single case report and a single HARS record.

#### **STATENO Assignment/Re-numbering Procedure:**

It is not necessary to assign a new STATENO to this case. The originally assigned HIV STATENO (“123”) will continue to identify this AIDS case. See Table 1.

**Table 1. Name-based HIV case progresses to AIDS  
within the original reporting jurisdiction**

Reporting Sequence	Case Type	STATENO Assignment
1 <sup>st</sup>	HIV (name-based)	123
2 <sup>nd</sup>	AIDS	123

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### Scenario 2 – A name-based HIV case progresses to AIDS in a second jurisdiction

An HIV case (“456”) was first reported by name on or after April 17, 2006 in LHJ #1. Because this case progresses to AIDS in LHJ #2, it represents a split jurisdiction case that will be shared by LHJ #1 and LHJ #2.

#### STATENO Assignment/Re-numbering Procedure for LHJ #1:

In this example, no action is necessary on the part of LHJ #1. LHJ #1 will keep the HIV case and its original STATENO assignment (“456”).

#### STATENO Assignment/Re-numbering Procedure for LHJ #2:

As a split jurisdiction case, an AIDS case report will be completed by LHJ #2. The STATENO for the AIDS case report will be assigned by adding an “A” at the beginning of the HIV STATENO assigned by LHJ #1 (“A456”). See Table 2.

**Table 2. Name-based HIV case progresses to AIDS in a second jurisdiction**

Reporting Sequence	Case Type	STATENO Assignment	Case Residency
1 <sup>st</sup>	HIV (name-based)	456	LHJ #1
2 <sup>nd</sup>	AIDS	A456	LHJ #2

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### Scenario 3 – A non-name code (NNC) HIV case, updated with a name, progresses to AIDS in the original reporting jurisdiction

In this example, an HIV case previously reported by non-name code (NNC), (case “789”), is updated with the patient’s name while still an HIV case. The case then progresses to AIDS within the original reporting jurisdiction. At the time that the HIV case was updated with a name, the STATENO was re-numbered per Centers for Disease Control and Prevention (CDC) requirements using the next available STATENO (“234”).

This scenario represents a same jurisdiction case, which will be reflected in the surveillance system by a single report and a single HARS record.

#### STATENO Assignment/Re-numbering Procedure:

It is not necessary to assign a new STATENO to this AIDS case. Instead, use the previously assigned *name-based* HIV STATENO (“234”) to identify this AIDS case. See Table 3.

**Table 3. A non-name code (NNC) HIV case, updated with a name, progresses to AIDS in the original reporting jurisdiction**

Reporting Sequence	Case Type	STATENO Assignment
1 <sup>st</sup>	HIV (NNC)	789
2 <sup>nd</sup>	HIV (name-based)	<b>234</b>
3 <sup>rd</sup>	AIDS	<b>234</b>

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### Scenario 4 – A non-name code (NNC) HIV case, updated with a name, progresses to AIDS in second jurisdiction

An HIV case previously reported by non-name code (NNC) in LHJ #1, (case “345”), was updated with the patient’s name. The case then progresses to AIDS in LHJ #2. At the time that LHJ #1 updated the HIV case with a name, the STATENO was re-numbered per Centers for Disease Control and Prevention (CDC) requirements using the next available STATENO (“567”).

Because this case progresses to AIDS in LHJ #2, it represents a split jurisdiction case that will be shared by LHJ #1 and LHJ #2.

#### STATENO Assignment/Re-numbering Procedure for LHJ #1:

In this example, no action is necessary on the part of LHJ #1. LHJ #1 will keep the HIV case and will continue to identify the case using the *name-based* HIV STATENO assignment (“567”).

#### STATENO Assignment/Re-numbering Procedure for LHJ #2:

As a split jurisdiction case, an AIDS case report will be completed by LHJ #2. The STATENO for the AIDS case report will be assigned by adding an “A” at the beginning of the *name-based* HIV STATENO assigned by LHJ #1 (“A567”). See Table 4.

**Table 4. A non-name code (NNC) HIV case, updated with a name, progresses to AIDS in a second jurisdiction**

Reporting Sequence	Case Type	STATENO Assignment	Case Residency
1 <sup>st</sup>	HIV (NNC)	345	LHJ #1
2 <sup>nd</sup>	HIV (name-based)	567	LHJ #1
3 <sup>rd</sup>	AIDS	A567	LHJ #2

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### **Scenario 5 – An HIV case, reported by non-name code (NNC), progresses to AIDS in the original reporting jurisdiction**

An HIV case (“678”) was first reported by non-name Code (NNC) prior to April 17, 2006. There are no subsequent updates to this case. After April 17, 2006, this case progresses to AIDS within the jurisdiction that submitted the original HIV report.

This example represents a same jurisdiction case that will be reflected in the surveillance system by a single report and a single HARS record.

#### STATENO Assignment/Re-numbering Procedure:

Re-number the STATENO for this AIDS case per Centers for Disease Control and Prevention (CDC) requirements using the next available STATENO (“912”). See Table 5.

**Table 5. An HIV case, reported by non-name code (NNC), progresses to AIDS in the original reporting jurisdiction**

Reporting Sequence	Case Type	STATENO Assignment
1 <sup>st</sup>	HIV (NNC)	678
2 <sup>nd</sup>	AIDS	<b>912</b>

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### Scenario 6 – An HIV case, reported by non-name code (NNC), progresses to AIDS in a second jurisdiction

An HIV case (“987”) was first reported by non-name code (NNC) in LHJ #1 prior to April 17, 2006. There are no subsequent updates to this case. After April 17, 2006, this case progresses to AIDS in LHJ #2. This example represents a split jurisdiction case that will be shared by LHJ #1 and LHJ #2.

#### STATENO Assignment/Re-numbering Procedure for the AIDS jurisdiction:

An AIDS case report will be completed by LHJ #2. LHJ #2 will assign the next available STATENO (“654”).

#### STATENO Assignment/Re-numbering Procedure for the HIV jurisdiction:

LHJ #1 will re-number the NNC HIV case (“987”) by adding an “H” at the beginning of the AIDS STATENO. The STATENO “H654” will be used to identify this HIV case reported by LHJ #1. See Table 6.

**Table 6. An HIV case, reported by non-name code (NNC), progresses to AIDS in a second jurisdiction**

Reporting Sequence	Case Type	STATENO Assignment	Case Residency
1 <sup>st</sup>	HIV (NNC)	987	LHJ #1
2 <sup>nd</sup>	AIDS	654	LHJ #2
3 <sup>rd</sup>	HIV	H654	LHJ #1